

## Monica Walden

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**From:** Barbara Shurbet <bshurbet@co.titus.tx.us>  
**Sent:** Tuesday, May 23, 2023 1:26 PM  
**To:** 'Christie Davis'; brian.clayton@co.titus.tx.us  
**Cc:** 'Kent Cooper'; 'Monica Walden'  
**Subject:** ATCOG Grant for Juvenile Mental Health Services

Hello Christie and Brian: Brian, THANK YOU for dropping off a copy of this grant today. I can see that Judge Lee approved Titus County Juvenile Probation's participation on December 8, 2022; however, since this item was not approved in Commissioners' Court, I was not aware of it until today. I apologize for any inconvenience this may have caused you. Since the contract period for performance is from September 1, 2022 through July 31, 2023, I believe that you need for this to be set up within the Titus County records as soon as possible. It cannot wait until the subsequent year's budget is approved.

For future reference, should this grant be extended or if you are notified of an increase in appropriations, please send me a copy of that correspondence, and I will seek approval from Commissioners' Court on behalf of the Juvenile Probation Department for a budget amendment.

Christie, I plan to manage this grant similar to the method that has historically been followed for the Foster Care Grant for the Child Welfare Board. A revenue line item and an expenditure line item will be set up designated for ATCOG Juvenile Evaluations. According to Brian Clayton's note which was attached to the grant, Juvenile Probation will prepare a letter to request that funds received be paid out to the Juvenile Probation Department.

I plan to have this approved on the June 12 Commissioners' Court. If you have any questions, please contact me.

Thank you for ALL THAT DO for Juvenile Probation.

## Monica Walden

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**From:** Barbara Shurbet <bshurbet@co.titus.tx.us>  
**Sent:** Tuesday, May 23, 2023 2:21 PM  
**To:** 'Kent Cooper'; 'Jeff Parchman'; 'Joe D Mitchell'; 'Dana Applewhite'; jparker@co.titus.tx.us  
**Cc:** 'Monica Walden'  
**Subject:** Possible Item for Commissioners' Court June 12, 2023 - Approval of ATCOG Grant for Juvenile Probation  
**Attachments:** Auditor's Scan\_20230523\_134719.pdf

Hello Judge Lee and Commissioners: Please consider the possibility of placing this item on the agenda for June 12, 2023.

Judge Lee approved this grant in December, but it was not approved through Commissioners' Court. I received a copy of the grant today from Brian Clayton. Please recall that Christie Davis, Camp County Auditor, manages the Juvenile Probation accounting and auditing for Titus County.

This is a reimbursement grant from ATCOG for juvenile probation mental health evaluations. Christie or Brian will manage all of the reporting for this grant including the requests for reimbursement from ATCOG. Once ATCOG has approved the reimbursement, the funds will be sent to Titus County by direct deposit. Titus County will then forward the funds received to the Juvenile Probation Department. This is the same method that has been followed for many years for the Child Welfare Board Foster Care Grant.

I will have a budget amendment to be approved for this grant on June 12 as the grant expires on July 31, 2023. I have asked Christie and Brian Clayton to keep us informed of any changes to the amount of approved funding for future budgeting needs.

If you have any questions, please contact me.

Thank you!

-----Original Message-----

**From:** auditor@co.titus.tx.us <auditor@co.titus.tx.us>  
**Sent:** Tuesday, May 23, 2023 1:47 PM  
**To:** bshurbet@co.titus.tx.us  
**Subject:** Scanned image from Titus County -Auditor TH1062

**Reply to:** Auditor's Scan <auditor@co.titus.tx.us> **Device Name:** Titus County -Auditor TH1062 **Device Model:** MX-3051  
**Location:** Not Set

**File Format:** PDF MMR(G4)  
**Resolution:** 200dpi x 200dpi

Attached file is scanned image in PDF format.

Use Acrobat(R)Reader(R) or Adobe(R)Reader(R) of Adobe Systems Incorporated to view the document.

Adobe(R)Reader(R) can be downloaded from the following URL:

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<http://www.adobe.com/>



**Barbara Shurbet**

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From Brian Clayton  
5-23-23

Bill sent to us.  
We pay out of SF  
Account.  
Then ATCOG gets our  
bill then they direct  
to Titus. Line item bill  
pays. Then we do a  
letter to get funds  
back.



ARK-TEX COUNCIL OF GOVERNMENTS Auditor Office

CONTRACT FOR:

Purchase of Juvenile Services  
Grant # 1426624

MAY 23 2023

Contract No.	910-01-45-23-50810-976-09
Modification No.	

ATCOG	CONTRACTOR
Ark-Tex Council of Governments P. O. Box 5307 Texarkana, Texas 75505-5307	Titus County, Texas Titus County Courthouse Mt. Pleasant, Texas 75455

**PART I - PARTIES TO CONTRACT:** This Contract is entered into, by and between the Ark-Tex Council of Governments, hereinafter called "ATCOG", and Titus County, Texas, hereinafter called "Contractor". The Contractor covenants and agrees to provide services set forth in Attachment B, Scope of Services, in accordance with the terms and conditions of this Contract and all applicable laws and regulations; including, but not limited to the following: Texas Administrative Code (TAC), Office of Justice Programs Financial Guide, Texas Grant Management Standards (TxGMS)


**PART II - ATTACHMENTS:** This Contract and/or modification thereto consists of this page plus all of the following identified exhibits and attachments which are hereby incorporated in this contract in their entirety by specific reference:

ATTACHMENT	DESCRIPTION	PAGE
A	Definitions	5
B	Scope of Services	9
C	Payment and Fiscal Management	13
D	Standard Provisions and Assurances	19
E	Exhibits	35

**PART III - PAYMENT OBLIGATION:** ATCOG agrees to pay Contractor compensation for the described services, a sum not to exceed \$2,970.00 in accordance with the Budget, procedures and restrictions in Attachment C, Payment and Fiscal Management. This amount shall constitute full and complete payment for the services to be provided under this Contract.

**PART IV - CONTRACT PERIOD OF PERFORMANCE:** The period of performance under the provisions of this Contract shall begin on September 1, 2022, and terminate after July 31, 2023, unless prior to that date Contractor receives a properly executed modification to this contract extending the above performance period.

**PART V - CONTRACT EXECUTION:** ATCOG and Contractor have agreed to the terms of this Contract and executed same as evidenced by the following signatures and dates:

ATCOG	CONTRACTOR
Signature 	Signature <u>Brian P Lee</u> Brian P Lee (Dec 8, 2022 17:30 CST)
Executive Director Ark-Tex Council of Governments	County Judge
Date <u>Dec 8, 2022</u>	Date <u>Dec 8, 2022</u>